

Tasking Memorandum No. 00-17

Memorandum For Cdrs DCMDs, DCMC CAOs

Subject: "Fiscal Year End 1999 Canceling Funds Final Reporting" (TASKING)

Date: October 18, 1999

Suspense Date: November 5, 1999

Target Audience: Administrative Contracting Officers, Contract Administrators

Requirement(s):

- DCMC ACOs have worked all year to save funds from canceling and to minimize the need for replacement funds to be spent in future years, in accordance with the DCMC FY99 Performance Plan Goal 1.25.
 - Through your efforts, for contracts paid in MOCAS, DCMC saved our customers over one billion dollars.
- This is a one time data call for the end of fiscal year 1999 (FYE99) to identify to our customers why some funds did cancel, on all contracts DCMC administers.
 - For contracts paid in MOCAS, those offices listed on the attached matrix with canceled funds need only record the status and reason codes (in accordance with the FYE99 Reasons and Status Code List). Consolidate the status and reason code on your CAO spreadsheet for each "KTNUMACRN" to explain why the "at risk ULO" appeared to cancel in MOCAS, and forward completed spreadsheets by email to your Canceling Funds District Process Champion.
 - For contracts not paid in MOCAS, but administered by DCMC, all CAOs are to report the contract number, ACRN, amount canceled, status and reason (similar to the MOCAS spreadsheets discussed above) and forward completed spreadsheets by email to your Canceling Funds District Process Champion.
 - Use only the status and reason codes listed on the attached list. If reason 27 (other) is used, you must email a detailed explanation to your district process champion.
- This is a very short suspense; however, all canceling funds POCs were notified in September, by their districts of this upcoming tasking.
- This is a one-time reporting. Directions will be provided for FYOO reporting as soon as the automated canceling funds database is fielded.
- This information is also critical in determining the systemic process drivers, and to determine future corrective actions
- For further explanation please review the DCMC Canceling Funds Web Page or contact your district process champion listed below.
- Charge to PLAS process code 181 and appropriate program code for this tasking.

Point of Contact for Further Information:

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Signature:


Jill E. Pettibone

Executive Director
Contract Management Operations

Attachments:

DCMC Reasons and Status Code List (For FYE99)

At Risk Canceling Funds Data for all MOCAS Paid Contracts with Cancellations at
Fiscal Year End of 1999 (by CAO*)